



QUARTERLY NEWSLETTER

Board Meeting

The Board will hold its third regular meeting of fiscal year 2018 on **April 9, 2018 at 9:00 a.m.** in Room 304 of the Alabama State House. Matters or subjects not on the agenda are not guaranteed for discussion at the meeting. **Licensees who attend the quarterly board meeting will receive hour for hour CE Credits for attending.**

All Board meetings will be held at 11 South Union Street Room 304, Montgomery, AL 36104.

Examination

The Alabama Board of Funeral Service has certified the following individuals with The Conference as having met the qualification to take the Alabama Funeral Director and/or Embalmer Exam:

Khadijah D. Bell	Renea S. Henderson	Dantez O. Robinson	Kevin G. Rigby
Karla M. Calvert	Brian D. Byers	Jessica L. McLane	

Steps to taking the Alabama State Art or Science:

1. ***Submit application to the Board office for permanent license.***
2. ***Eligibility will be verified and sent to The Conference by the Board staff.***
3. ***Applicants must then go to The Conference website at www.theconferenceonline.org to submit their exam application and payment.***
4. ***Please keep in mind, processing takes anywhere from 2-3 business days. The Conference must have your eligibility, application, and payment to schedule. You will be notified through email once you have been processed and you are able to schedule.***

The Conference

As stated in previous notices, the Alabama State Funeral Director and Embalmer's exams will be given by The Conference through Pearson VUE testing centers at five locations statewide. The exam fees and applications are to be submitted by the applicant to The Conference. The state license fees, applications, and affidavits shall be submitted to the Board office.

The Conference: www.theconferenceonline.org

Phone: 479-442-7076

Pearson VUE:	Birmingham	Decatur	Dothan	Mobile	Montgomery
	205-982-2063	256-552-0667	334-671-7007	251-343-2601	334-409-9355

State Law Exam Procedures

The Alabama LRR Exam (formerly called “State Law Exam”) was given by The International Conference. Beginning December 1, 2017, the LRR exam will no longer be given by The Conference. The Board or the Board staff will be administering the exam in Montgomery, AL once a month. The procedures for taking the exam after December 1, 2017 are on the Board’s website at www.fsb.alabama.gov under the “Forms” and the “Law” tab labeled as “State Law (LRR) Exam Procedures”. The dates for the LRR Exam and the deadline for registration are as follows:

Alabama State Laws, Rules, and Regulations (LRR) Exam Schedule			
Deadline to Qualify	Exam Date	Funeral Directors/ Embalmers Exam Time*	Cremationist Exam Time*
April 2, 2018	April 9, 2018	1:00 p.m.	2:30 p.m.
May 10, 2018	May 17, 2018	9:00 a.m.	10:30 a.m.
June 14, 2018	June 21, 2018	9:00 a.m.	10:30 a.m.
July 9, 2018	July 16, 2018	1:00 p.m.	2:30 p.m.
August 9, 2018	August 16, 2018	9:00 a.m.	10:30 a.m.
September 6, 2018	September 13, 2018	9:00 a.m.	10:30 a.m.
October 9, 2018	October 15, 2018	1:00 p.m.	2:30 p.m.
November 8, 2018	November 15, 2018	9:00 a.m.	10:30 a.m.
December 6, 2018	December 13, 2018	9:00 a.m.	10:30 a.m.

REQUIRED IDENTIFYING INFORMATION

The following required identifying information must be on every non-detachable ankle bracelet and combustible cremation container identifying the human remains contained within:

1. First and Last Name
2. Date of Death
3. Name of Funeral Home





Crematories Opened Before October 1, 2017

ALL CREMATORIES HAVE COMPLETED THE REQUIRED REGISTRATION

Thank you to all the crematories for your prompt attention to this matter.

Thank You!

Cremationist:

All individuals performing cremations MUST be licensed by October 1, 2018.

Cremationist License Requirements:

Individuals that would like to apply for a cremationist license must meet the following requirements:

1. Complete a Cremationist application with the Fee*
2. Be 21 years of age
3. U.S. Citizen or Legally present in the state
4. High school graduate or the equivalent
5. Successfully completed a board approved course in Universal Precaution**
6. Successfully completed a board approved course in Blood-Borne Pathogens**
7. Successfully completed a board approved Crematory Operator Training Course***
8. Complete a background check ****
9. Successfully pass the LRR Exam ****

*The current license fee for cremationist license is \$50.00 and the license will expire 10/01/2018. The license fee after August 1, 2018 will be \$100.00 and the license will expire 10/01/2020.

**Some course providers offer Universal Precaution and Blood-Borne Pathogens combined as one single course. Applicants must take a combine course or the two individual courses. Blood-borne pathogens and Universal Precautions are both needed to obtain a license.

***Crematory Operator Training must be a minimum of 7 hours (this course is not machine specific). The course must have been taken within the last four years. If the approved course is older than four years the applicant will need to take the Board approved Refresher Course (information below) or another 7 hour course. Currently, the only Board approved 7 hour courses are CANA, NFDA, B&L Cremation, US Cremation Equipment and Matthews. If an applicant obtained a 7 hour or more Crematory Operator Certification through another provider, please have that provider contact the Board to have the course reviewed for approval.

**** Applicants will not be required to complete a background check if they already hold a license(s) issued by the Board or retake the law exam if they have already successfully passed the law exam taken for another license(s) issued by the Board.

Embalming Authorization:

A funeral establishment may embalm human remains with the verbal consent of the authorizing agent, but the funeral director must obtain a signed written consent at the arrangement conference.

Cremation Authorization

Cremation Authorization form must contain:

- The name of the Crematory performing the cremation.
- The name of the funeral home the cremation is being performed for.
- Identifying information of the deceased including: Name, date of birth, date of death, age, place of death, time of death,
- Mechanical or artificial implants
- Authorizing agent(s) signatures and relationships to the deceased.
- Disposition of cremated remains.
- Party to receive cremated remains
- Signature and title of funeral home representative
- Signature for receipt of cremated remains.
- Funeral establishments arranging cremations must use the cremation authorization form of the crematory where the cremation will be performed.

****Funeral establishments must use the authorization form of the crematory performing the cremation.**

Cremation Advertisement:

34-13-110(c)(1) of the Code of Alabama, 1975 states, any funeral establishment advertising cremation or cremation services that does not own a crematory shall include the following disclaimer in a clear and conspicuous manner on all advertisements and printed material:

"This establishment does not own a crematory."

(2) For the purposes of this subsection, an advertisement shall include, but is not limited to a notice or announcement in a public medium, including the Internet, promoting the funeral establishment and any printed material containing the name of the funeral establishment.

On January 8, 2018 the Alabama Board of Funeral Service during its scheduled quarterly board meeting, unanimously voted to allow licensed funeral establishments using the word(s) cremation or cremation services in advertisements or printed material, who do not own a crematory 180 days to comply with the aforementioned statute.

All establishment shall comply with 34-13-110 on or before July 7, 2018.

LICENSE RENEWAL BEGINNING WITH THE 2018-2019 RENEWALS

- Beginning with the 2018-2019 license renewals (due by October 1, 2018), all licenses will be renewed every two years. (i.e. Funeral Director \$200.00 = \$100 per year)
- Apprentice Certificates will remain every year.



At the last meeting, the Board approved the following for licensure:

Funeral Director

Jayne E. Fontanez

Joseph M. Newman

Embalmer

Corey S. Gee

Cremationist

Chad E. Walters

Funeral Director & Embalmer

Miranda F. Pixley

Sarah B. Mirabal

Louin B. Poston

Rashad T. Pressley

Establishments

Serenity Funeral Home

New

Ozark

Harrison Funeral Home

Buy-out

Troy

Northport Funeral & Cremation
Service

New

Reform

Family First Funeral Care

New

Dothan

Reese Funeral Home

New

Citronelle

ReactivationsFuneral Director

2

Embalmer

2

Apprentice Funeral Director

2

**Laws, Rules, and Regulations Exam
(December 2017 – February 2018)**

Given: 27 Passed: 21 Failed: 6

Background Checks

Performed: 62

Application Received (December 2017 – February 2018)

Apprentice Director: 27

Cremationist: 31

SP Director: 1

Establishment: 9

Apprentice Embalmer: 20

Funeral Director: 22

Embalmer: 13

Licenses & Certifications Issued (December 2017 – February 2018)

Apprentice Director: 21

Cremationist: 21

SP Director: 2

Establishment: 8

Apprentice Embalmer: 17

Funeral Director: 16

Embalmer: 13

COMPLAINTS:

Open: 10

Closed: 8

INSPECTIONS:

Completed: 37

Un-Complete: 431

	<i>Active Licenses as of March 1, 2018</i>					
<i>Establishments</i>	<i>Mortuary Service</i>	<i>Funeral Directors</i>	<i>Embalmers</i>	<i>Practical Embalmers</i>	<i>Apprentice Funeral Directors</i>	<i>Apprentice Embalmers</i>
468	0	1533	823	58	208	136

<i>Crematory</i>	<i>Cremationist</i>					
50	22					

License status can be verified at www.fsb.alabama.gov under the “Licensees” tab.

Inspection Citations

The following inspection citations have been issued for violations of the funeral service law:

Inspection Type	Question	Fine Amount
Annual Inspection	Are price cards displayed on each casket?	\$100
Annual Inspection	Are there 8 full size adult caskets on the premises?	\$300
Annual Inspection	Does the establishment pricing meet the rules established by the Federal Trade Commission?	\$500

CONTINUING EDUCATION

The Alabama Board of Funeral Services will offer continuing education credit to licensees that attend quarterly board meetings.

- **Must include Ethics and Blood-borne pathogens/universal precautions**
- **Everyone that's not exempt will be required to report.**
- **4 hours of excess can be carried over.**

Approved Continuing Education Providers 2016-2018 (01-08-2018)

Academy of Graduate Embalmers
770.445.3180
academyga@aol.com

Alabama Board of Funeral Service
334.242.4049
www.fsb.alabama.gov

**Alabama Department of Public Health
Center for Emergency Preparedness**
334.206.7935
tim.hatch@adph.state.al.us

Alabama Funeral Directors Association
334.956.8000
www.alabamafda.org

**Alabama Funeral Directors &
Morticians Association**
www.alabamafdma.org

Alabama National Cemetery
205.665.9039
quincy.whitehead@va.gov

APEX (continuing education solutions)
800.769.8996
apexces.com

Aurora Matthews Funeral Solutions
800.457.1111
auroracasket.com

B L Cremation Systems
727.541.4666
cmcnamee@blcremationsystems.com

Batesville Casket Company
812.934.7500
batesville.com

**CANA-Cremation Association of
North America**
312.245.1077
cremationassociation.org

Community Grief Support
205.870.8667
ssweatcgss@bellsouth.net

Cost Segregation Services, Inc.
256.683.3397
greg@costsegregationservices.com

Dignity University
713.525.7348
dignity.university@Sci-us.com

Elite Professional Education, LLC
888.857.6920
www.elitecme.com

Federated Funeral Directors Association
217.391.5701
smayfield@ffda.com

Federated Insurance
507.455.5340
arwillert@fedins.com

Funeral CE (a service of Web CE)
877.332.8480
www.Funeralce.com

Funeral Compliance, LLC
865.405.7085
brad@365osha.com

FuneralContinuingEducation.com
718.608.6000
www.funeralcontinuingeducation.com

Funeral Direct Ed
272.505.8746
funeraldirected.com

Funeral-Smart.com
204.952.7741
info@funeral-smart.com

Funeral Service Academy
888.909.5906
pdhacademy@gmail.com

Georgia Funeral Directors Association
770.592.8002
sboling@gfda.org

Insight Institute
405.810.9501
glenda@insightbooks.com

**International Cemetery, Cremation
and Funeral Association**
703.391.8400
danielo@iccfa.com

International Order of the Golden Rule
800.63.8030
www.ogr.org/webinars

Jefferson County Funeral Directors and Mortician Association

205.786.6288
arringtonfuneralhome@gmail.com

Matthews International

800.327.2831
matthewscremation.com

Mobile Memorial Gardens Funeral Home

251.661.7700
service@mobilememorialfunerals.com

National Funeral Professionals Association

251.441.7688
tristatemortuary@gmail.com

R. Bruce Wilson

256.717.5166
bwilson9@tds.net

Selected Independent Funeral Homes

847.236.9401
stefanief@selectedfuneralhomes.org

Tennessee Funeral Directors Association

615.321.8792
office@tnfda.org

The Dodge Company, Inc.

800.443.6343
seminars@dodgeco.com

Jefferson State Community College

205.856.7847
vriley@jeffstateonline.com

Memoriams, by Ancestry

303.268.1537
jvosburg@memoriams.com

National Funeral Directors and Mortician Association

770.969.0064
ndfma.com

Practicum Strategies

800.731.4714
pshomestudy.com

Royal Funeral Home, Inc.

256.534.8481
info@royalfh.com

Smalls Mortuary Inc. and Cremation Services

251.990.3929
smallsmortuary.com

Thanos Institute

800.742.8257
www.thanosinstitute.com

The North American Division of the British Institute of Embalmers

207.841.6330
sallybelanger@comcast.net

Kate-Boylston Publication

732.730.2586
tparmalee@ucg.com

Mississippi Funeral Directors Association

601.978.1920
kathleen@tاتمangroup.com

National Funeral Directors Association

800.228.6332
nfda.org

Professional Partners, LLC

309-828-2415
professionalpartnersonline.com

Scott's Chapel Hill Mortuary

334.377.1511
chapelhill@centurytel.net

Stericycle, Inc.

716.481.7572
RLBestNY@gmail.com

The Independent Funeral Group

865.405.7085
info@theindependentfuneralgroup.com

Van Hoose & Steele Funeral Home

205.759.5736
bad.madison@yahoo.com

CONTACT THE PROVIDER FOR DETAILS ON APPROVED COURSES

No endorsement is intended or made of any link, product, service or information either by its inclusion or exclusion from the Alabama Board of Funeral Service website.